

## **Membership Balance Plan Defense Science Board**

**Agency:** Department of Defense (DoD)

- 1. Authority:** The Secretary of Defense, under the provisions of the Federal Advisory Committee Act (FACA) of 1972, (5 U.S.C., Appendix, as amended) and 41 CFR § 102-3.50(d) (agency authority), established the Defense Science (hereafter referred to as “the Board”).
- 2. Mission/Function:** The Board, under the provisions of FACA, shall provide independent advice and recommendations to the Secretary of Defense, the Deputy Secretary of Defense, the Under Secretary of Defense for Acquisition, Technology, and Logistics, the Chairman of the Joint Chiefs of Staff, and as requested, other Office of the Secretary of Defense Principal Staff Assistants, the Secretaries of the Military Departments, and the Commanders of the Combatant Commands..

The Board is not established to advise on individual DoD procurements, but instead shall be concerned with the pressing and complex technology problems facing the Department in such areas as research, engineering, and manufacturing, and will ensure the identification of new technologies and new applications of technology in those areas to strengthen national security.

- 3. Points of View:** The Board shall be comprised of no more than 58 members to include no more than 13 Senior Fellows, who are eminent authorities in the fields of science, technology, manufacturing, acquisition process and other matters of special interest to the Department of Defense (DoD). Senior Fellows typically fill the Chair and/or Vice Chair position on the Board, mentor junior members, and conduct peer-review of reports. Senior Fellows are previous members of the Board and have served in leadership positions such as Chair, Vice Chair, or subcommittee Chairs. Their purpose is to use their experience to mentor members, provide some continuity across years, and provide peer review of reports as an internal quality check.

The DoD, in selecting potential candidates for the Board, reviews the educational and professional credentials of individuals and bases its selections on this review and the subject matters being handled by the Board. The Department has found that viewing complex issues through a multi-discipline advisory committee provides DoD senior leadership and, more importantly the American public, with a broader understanding on which to base subsequent policy decisions.

Each member, based upon his or her individual and professional experiences, provides his or her best judgment on the matters before the Board, and he or she does so without representing any particular point of view and in a manner that is free from conflict of interest. Board members appointed by the Secretary of Defense, who are not full-time or permanent part-time Federal officers or employees, shall be appointed to serve as experts and consultants under the authority of 5 U.S.C. § 3109 and to serve as special government employees. Board members shall be appointed on an annual basis by the Secretary of Defense.

The Board’s membership balance is not static and the Secretary of Defense may change the membership based upon work assigned to the Board by the Secretary of Defense, the Deputy Secretary of Defense, or the Board’s sponsor. In addition, the Department, unless otherwise directed by an Act of Congress or Presidential directive, does not use representative members on DoD established or supported advisory committees.

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- 4. Other Balance Factors:** Candidates for appointment come from government service, military service, academia, and private industry, and individual appointments are based on the subject matter being reviewed by the Board.
- 5. Candidate Identification Process:** The Department, in selecting potential candidates for this advisory committee, reviews the educational and professional credentials of individuals with extensive professional experience in the areas of science, technology, manufacturing, acquisition process and other matters of special interest to the DoD. Potential candidates are identified by the Board's professional staff, and senior DoD career and political officials.

Once potential candidates are identified, the Designated Federal Officer and the Board's staff reviews the credentials of each individual, narrows the list of potential candidates and forwards the list to the Under Secretary of Defense for Acquisition, Technology, and Logistics. During the Under Secretary of Defense for Acquisition, Technology, and Logistics review, he or she strives to achieve a balance between the educational and professional credentials of the individuals and the subjects that he or she anticipates will be reviewed by the Board to achieve expertise in points of view regarding anticipated topics.

Prior to nominating the potential candidates, the list of candidates will undergo a review by the DoD Office of General Counsel and the Office of the Advisory Committee Management Officer to ensure compliance with Federal and DoD governance requirements; for example, compliance with the advisory committee's charter and membership balance plan. Following this review, the Under Secretary of Defense for Acquisition, Technology, and Logistics formally nominates the potential candidates to the Secretary of Defense for approval; pursuant to DoD policy, only the Secretary of Defense or the Deputy Secretary of Defense can invite or approve the appointment of individuals to advisory committees established or supported by the DoD.

Following Secretary of Defense or Deputy Secretary of Defense approval, the approved candidates are required to complete the necessary appointment paperwork, to include meeting ethics requirements stipulated by the Office of Government Ethics for advisory committee members.

Board and subcommittee member vacancies will be filled in the same manner as described in the previous four paragraphs above.

The Secretary of Defense may approve the appointment of Board members for one to four year terms of service; however, no member, unless authorized by the Secretary of Defense, may serve more than two consecutive terms of service. This same term of service limitation also applies to any DoD authorized subcommittees.

- 6. Subcommittee Balance:** The Department, when necessary, and consistent with the Board's mission and DoD policies and procedures, may establish subcommittees to support the Board. Establishment of subcommittees will be based upon a written determination, to include terms of reference, by the Secretary of Defense, the Deputy Secretary of Defense, or the Board's sponsor.

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The Board has two permanent subcommittees: The Permanent Task Force on Nuclear Weapons Surety, and the Survivability of DoD Systems and Assets to Electromagnetic Pulse (EMP) and Other Nuclear Weapons Effects Task Force which is comprised of members who are eminent authorities in the fields of science, technology, manufacturing, acquisition process, and other matters of special interest to the DoD.

The Secretary of Defense or the Deputy Secretary of Defense shall approve the appointment of subcommittee members in the same manner as Board appointments are made, and these individuals may come from the parent committee or new nominees, as recommended by the Board's sponsor and based upon the matters under consideration.

As required by the Board's charter, these subcommittees operate under the provisions of FACA, the Government in the Sunshine Act of 1976 (5 U.S.C. § 552b), governing Federal statutes and regulations, and governing DoD policies/procedures.

7. **Other:** The DoD adheres to the rules and regulations issued by the Office of Government Ethics and the Administration's prohibition against registered Federal lobbyists.
8. **Prepared:** April 24, 2012